



L0104 Exercise Design

Course Dates: June 4th – 5th, 2018

Travel Dates: June 3rd and 6th, 2018

Course Length:

This course is two days in length.

Location: Madison Co. Joint Information Center. 558 S. Keeneland Dr. Richmond KY 40475

Course Description:

This two day course is designed to introduce participants to the fundamentals of exercise design. Emergency managers, emergency services personnel, and individuals who are part of the emergency preparedness communities at all levels of government, private sector, or volunteer organizations need to be able to use the fundamentals of exercise simulation and design as an integrated system of resources and capabilities.

This course is designed to develop exercising skills in the following areas:

- Components of the Homeland Security Exercise and Evaluation Program (HSEEP)
- Exercise process application
- Comprehensive exercise program (exercise program management) application
- Exercise design steps application
- Major accomplishments in designing and implementing an exercise
- Purpose and application of various exercise documents
- Tabletop, functional, and full-scale exercises
- Exercise design applications for tabletop, functional, and full-scale exercises

Course Goal:

At completion of this course, students will have a basic understanding of the different types of exercises, the steps to design and develop exercises, and the building blocks of a progressive exercise program.

Prerequisites:

If a participant is taking this course as part of the Academy, then he or she should take E/L0101, Foundations of Emergency Management, first (but not required). If a participant is taking this course on its own for its exercise design information and not in fulfillment of the Academy requirements, there are no prerequisites.

Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

Target Audience:

This course is intended for newly appointed emergency managers from Federal, state, local, tribal, and territorial emergency management agencies, and prospective professionals transferring from another discipline to emergency management.

How to Register for the Course:

Register at <https://kyem.ky.gov/training/Pages/default.aspx>

To Apply:

Complete a FEMA Form 119-25-1, General Admissions Application form with student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training Office.

Scan the QR Code, or click the link to get download the application:



<http://training.fema.gov/Apply/>

Out of State Students must obtain the approval and signature of their Sponsoring Organization and their State Training Officer.

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the Target Audience above and indicate how you meet the requirements based upon your position and experience.

Lodging Information:

https://www.tripadvisor.com/Hotels-g39790-Richmond_Kentucky-Hotels.html

Notice to Applicants for EMI courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number.

How do I obtain my FEMA SID number?

Step 1: To register, go to: <https://cdp.dhs.gov/femasid>

Step 2: Click on the "Register for a FEMA SID" button on screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Local Training Point of Contact:

Dustin Heiser, Deputy EM Director

Madison County EMA/CSEPP

560 S. Keeneland Drive, Richmond KY 40475

Phone: 859-624-4787; E-mail: Dustin.Heiser@madisoncountky.us

EMI Point of Contact:

For additional course information contact the course manager, Jeff Januchowski at

Phone: (301) 447-1383 or by E-mail: Jeffrey.Januchowski@fema.dhs.gov